

Refugee Advisory Board Meeting
Refugee Education & Training Center, Room 133
August 25, 2016

Attendees: Pamela Atkinson, Aden Batar, Martin Bates, Liz Bioteau, Rick Bouillon, Shu Cheng, Fatima Dirie, Tino Nyawelo, Brent Platt, Steve Pluim, Brian Redd, Bhim Sapkota, Amelia Self, Ze Min Xiao, Jon Pierpont, Asha Parekh, Kathy Bounous, Kari Cutler, Natalie El-Deiry, Steve Leyba, Mollie Murphy Dale, Kara Blackstock, Lam Nguyen, Sahil Oberoi, Mario Kljajo, Andrea Gappmaier, Alexx Goeller, Elizabeth Hendrix, Gerald Brown, Bethany Hyatt, Lina Smith

ACTION ITEMS

DWS STAFF:

- Follow up with Governor's staff :
 - o On official board appointment letters (Kathy Bounous)
 - o Approval of newest board members, Fatima Dirie & Kari Cutler
- Continue search for original board Executive Order
- Finalize strategic planning neutral facilitator; if not solidified before next advisory board meeting, add to agenda
- Reach out to businesses to sponsor volleyball teams to offset costs (Alexx Goeller)
- Check with DWS Finance team on tax deductible status for donations made to the Refugee Services Fund (Casey Cameron)

ADVISORY BOARD MEMBERS:

- Talk to Salt Lake Community College about waiving application fees for refugee students (Rick Bouillon)

Welcome & Introductions – Jon Pierpont

- Introductions of board members
 - o Natalie El-Deiry for Patrick Poulin
- Approval of May minutes
 - o MOTION to approve by Aden Batar
 - Seconded by Lina Smith
 - Approved

Executive Order for Board – Kathy Bounous, General Counsel for DWS & Legislative Affairs Director

- Governor placed the Advisory board under the Dept. of Workforce Services (DWS) with the oversight of Jon Pierpont
 - o Board is to help Jon make the best decisions to help refugees in the state of Utah – advise Jon so he knows what he is doing
- Executive Order Breakdown
 - o Analyze and make recommendations to Jon on:

- Service delivery systems
 - Current issues community is facing
 - Funding strategies
 - Public safety issues
 - Successful integration pathways
 - Improve or increase access to services provided
- Recommendations would be implemented by Refugee Services Office (RSO)
- Annual progress report given to Governor on December 1
- Questions?
 - Follow up with Governor's staff on official appointment letters (Kathy will follow up); Latest communication was that all board members were approved by the Governor except for two newest members, Fatima Dirie & Kari Cutler

Strategic Planning – Asha Parekh

- 2016-17 Strategic Plan for RSO handout
- Strategic Planning Workgroup handout
 - Wider strategic planning
 - Met on August 11 to discuss strategic planning and make recommendations to the Advisory Board
 - Meeting was really positive and suggested to eliminate some of the biases with stakeholders, find an independent facilitator to help guide the planning process
 - Recommendations on achievable and measurable goals with a timeline as an outcome of the planning process to create clear benchmarks moving forward
 - Summary of concerns:
 - DWS's role in chairing the board
 - Organizations funded by DWS afraid of jeopardizing funding
 - DWS as a funder and service provider
 - Developing ongoing mechanisms to communicate RSO's work to the community
 - Revisit Executive Order when board was initially created to see how things were created
 - Neutral facilitator – thoughts on an individual?
 - Fraser Nelson
 - Corrie Groth
 - Brainstorm some ideas of and send to Asha to discuss offline (AGENDA ITEM – finalize facilitator)
- Workgroup to stay together as we move forward and work out the details of the planning process; valuable to have their input
 - Includes all people listed on the handout except Liz – moving to Rhode Island; add Kari Cutler to the group
 - Comment – plan should include data and what's working/not working, best practices, etc.

Refugee Services Fund – Asha Parekh

- Report for FY2016
- Report for FY2017
- People who donate can request that money be earmarked in specific ways
- Anything under \$1,000 can be approved by Jon Pierpont; does not require full approval from the Advisory Board
- To be more transparent, trying to put funding requests together for the year
- Requests for funding that need approval:
 - **Youth Programming** - \$6,999.91
 - Refugee youth conference; partnership with SLCC and other organizations (logistical items, most of the rest of the conference is donated)
 - 200 kids to learn about higher education pathways for refugee youth
 - SLCC South City Campus, October 18
 - Track who participated and ended up in higher education long-term
 - College access workshops (gas cards, gift cards, food; application fees)
 - Girls volleyball teams (coaches, pay referees, supplies that will last, support more organized tournament setup); no business sponsors – will reach out to see who would be willing to assist
 - Youth leadership activities (gas cards, gift cards, food)
 - Fundraising for youth activities to make it sustainable
 - Support youth activities for girls
 - Leaders meeting – want RSO to invest in youth education; Tino working with Alexx for college prep courses (ACT, college advisor – FAFSA application) – trying to waive application fees (both SLCC and U of U)
 - Youth activities are community-driven in collaboration with other organizations
 - RSO is a mix of coordination and direct services provider → looking at what makes the most sense; do more coordinating that service delivery except for employment
 - RSO can fundraise to help feed the Refugee Services Fund → organize to help raise the money from businesses
 - Need a pitch in writing
 - Strategic plan needs to be put together and look at historical concerns around fundraising before starting to pitch to folks in the community
 - ACTION STEPS:
 - Reach out to businesses to sponsor volleyball teams to offset costs
 - Rick Bouillon will talk to SLCC about waiving application fee
 - MOTION to conditionally approve youth budget proposal with action steps by Martin Bates
 - Seconded by Rick Bouillon
 - Approved

- **Utah Refugee Sports funding**
 - Traditionally funded soccer events through Refugee Capacity Building (RCBO) funding; not using this money for this purpose this year
 - Proposal: \$2,850 to cover supplies and maintenance, referees
 - Reach out to businesses/funders → IRC can send some to RSO
 - Don't want to cancel out general funds to make sure there is a buffer for rental assistance
 - How was Refugee Services Fund put together?
 - Sent out an email for donations for a couple years in the beginning; have some annual donors
 - Gerald would send out an email annually to request funding from donors
 - Need to expand the pool of donors → capitalize off the Olympics especially with the Refugee Olympic Team – use a similar model to make the most of it
 - Blast out email for funding specific to youth services (soccer, volleyball, etc.)
 - Concern about accountability of money going to Utah Refugee Center through Serve Refugees app
 - Have the ask come from the Advisory Board rather than RSO (per Executive Order) – since Advisory Board has oversight over the funds
 - Raise funds for specific items that Advisory Board agrees upon (youth athletics & rental assistance)
 - Charitable solicitation permits in place? Are the structural things in place to protect the Board in sending out a fundraising ask?
 - To keep from competing with other non-profits, determine roles and responsibilities of coordination vs. direct services for RSO staff
 - RSO to take role to raise funds for areas that are not supported by IRC, CCS or AAU
 - Are donations tax deductible? 501c3? → Casey will have DWS Finance folks look at this issue again
 - MOTION to approve by Martin Bates
 - Seconded by Fatima Dirie
 - Comments to motion:
 - New money that comes in for sports will go to fill in current money approved (SUBSTITUTE MOTION by Pamela Atkinson)
 - Seconded by Martin Bates
 - Approved

*Committing to deciding future of fundraising in line with strategic planning

Refugee Services Office Updates

- **Refugee Capacity Building (RCBO) Funding Changes** – Mollie Murphy Dale
 - Funding smaller projects will make funding more accessible to refugee community groups
 - Work with communities to identify projects and outcomes with measurable results
 - 2 funding cycles per year
 - Identifying best practices; things that work in the community – extend contracts as needed and show proven results
 - Restructured staff roles and responsibilities to help with new structure
- **Quarterly Data Report** – Mollie Murphy Dale
 - Refugee Arrivals
 - 3 component areas:
 - Employment
 - Coordination
 - Integration
 - Currently tracking outcomes for component areas
 - Working on aligning data more closely with new system, Efforts to Outcomes (ETO)
 - Bonus data
 - Preliminary data report from ETO
 - Questions?
 - Report outcomes of RCBO projects back to the communities
- **Employment Update** – Mario Kljajo
 - Job Fair
 - Largest event to date – over 180 attended, 34 employers, 5-6 agencies brought clients
 - Completed 70 applications, scheduled 30 interviews, 4 onsite hirings
 - Registered everyone and will follow up with participants
 - August numbers are double previous months
- **Refugee Education & Training Center Update** – Sahil Oberoi
 - Drivers Ed Class (taught by ESLC)
 - Renew drivers test without an interpreter – class to help with ESL to pass drivers test
 - 15 people in cohort, 40 people on wait list
 - Game Design course
 - Refugee youth to understand concepts of game design
 - 2 pathways – Univ. of Utah degree or internships
 - Web Development course
 - Refugees that have relocated with high degrees that don't translate to U.S.
 - Work with mentors and get into private companies
 - Upcoming partnerships
 - Promise South Salt Lake afterschool program begins Aug. 29
 - Head Start opens Sept. 6

- REFUGES program begins Sept. 17
 - Questions?
 - Issues with department of licensing – receiving different year renewals (2 years or 5 years)
- **Community Resource Update – Lam Nguyen**
 - 2 community meetings with women; last meeting in June had 33 women participate
 - Starting series of Economic Empowerment workshops for women
 - Starts Sat, Aug 20
 - Skills building and connections to the Refugee Center
- **Employment Workgroup Update – Steve Pluim**
 - Guided by vision in RSO Strategic Plan that says “We envision a strong integrated community engaged to empower refugees’ access to the family sustaining employment necessary to succeed in Utah for generations to come.”
 - 6 things that the workgroup is working on:
 - Identify and catalog job skills for each individual refugee
 - Identify training categories that are:
 - Appropriate to customer readiness
 - Feed into available community job opportunities
 - Provide a living wage and advancement opportunity
 - Provide long term sustainability
 - Build community business partnerships that support employment outcomes
 - Educate employers on advantages of employing refugees
 - Create work transportation options
 - Create a social media approach that supports employment outcomes
 - Help from the Advisory Board:
 - More employer contacts → let Steve and company know, want to outreach to them
 - Need help and advice in workgroup – welcome to attend meetings
- **Housing Workgroup – Liz Bioteau**
 - Assembling housing committee for the past few months
 - Have good representation from stakeholders, refugee agencies, govt reps, developers, financial community, housing programs, new rep from for-profit world
 - 3 meetings so far; doing some strategic planning
 - Adopt philosophy to align with affordable housing efforts – get them refugee specific data and support to align with ongoing efforts
 - Low income housing tax credits – refugees have been included this year
 - Organizing how to respond to developers who are interested
 - Currently pulling data on what the needs are; hoping to have more data to fuel decisions in coming months
 - Hoping to balance new development with existing housing resources

- Next meeting is Sept 14 @ 10 am at Housing Authority of the County of Salt Lake (HACSL)
- Liz would like to softly hand off leadership role to replacement if possible

MOTION to adjourn – Brian Redd

Adjourned